

BRG 84-1-3-13

1967

CONFIDENTIAL
SPO-001V1-1122131 (00) 034-0012
11/10/1984 11/10/1984

SURVEY OF MINORITY GROUP EMPLOYMENT
IN COMPANIES HOLDING CONTRACTS
FOR SUPPLIES AND SERVICES
WITH THE CITY OF BALTIMORE

RESOURCE CENTER

OCTOBER 25 - DECEMBER 20, 1967

Baltimore Community Relations Commission
210 North Calvert Street
Baltimore, Maryland 21202

BALTIMORE COMMUNITY RELATIONS COMMISSION
210 North Calvert Street
Baltimore, Maryland 21202

REPORT (PART II) OF EMPLOYMENT BREAKDOWN BY RACE
OF COMPANIES HOLDING CITY CONTRACTS

This is the second and final report of a study being conducted by the Baltimore Community Relations Commission to determine the extent of minority group representation in companies holding supply and service contracts with the City of Baltimore. All companies that were awarded contracts between October 25, 1967 and December 20, 1967 are covered in this report. The first report covered awards made between July 5, 1967 and October 18, 1967. Also included in the second report are companies that supply copyright materials to the Baltimore City Public Schools and that are on an approved list to receive contracts in excess of two thousand dollars a year.

The statistics repeat the picture, presented in the first report, of under-representation of minority groups, especially Negroes, in white collar jobs and skilled trades and of a heavy concentration of minority persons in unskilled laboring jobs.

Survey questionnaires were sent to 199 companies. One hundred and eighty-one companies, having a total of 73,497 employees, replied and reported a total of 7,126 or 9.69% minority group employment. This means that companies included in the second survey have a 2.90% greater minority employment than the companies covered in the first survey.

Although still insignificant, the increase is accounted for in the job categories of technician and office and clerical.

Specific employment figures for minority groups represented in the two reports are as follows:

<u>Job Category</u>	<u>First Group Report</u>	<u>Second Group Report</u>
Officials and Managers	1.63%	2.28%
Professionals	4.12%	3.26%
Technicians	4.45%	6.83%
Sales Workers	4.50%	1.67%
Office and Clerical	2.13%	10.05%
Craftsmen	5.34%	5.16%
Semi-skilled Operators	13.84%	15.47%
Unskilled Laborers	15.22%	25.82%
Service Workers	20.44%	36.53%

The 9.00% minority group employment figure for the 80 copyright companies, reporting a total of 49,595 employees, does not differ from other reporting industries. Seventy-six of the companies are located in the Northern, Midwestern and Western United States. Figures for minority group employees are:

Officials and Managers	2.08%
Professionals	3.48%
Technicians	8.86%

Sales Workers	1.63%
Office and Clerical	11.09%
Craftsmen	3.92%
Semi-skilled Operators	16.96%
Unskilled Laborers	17.01%
Service Workers	27.48%

There is not the heavy concentration of minority group employees in the last three job categories, and this is likewise true of all minority group employment figures of out-of-town companies in comparison with firms located in Metropolitan Baltimore.

However, the over-all employment figure for minority groups in Baltimore business firms is 22.35%, as compared to 9.25% for out-of-town firms. The specific minority group figures by job category for the 62 local and 119 out-of-town firms covered in the second report are as follows:

<u>Category</u>	<u>Metropolitan Baltimore</u>	<u>Out-of-Town</u>
Officials and Managers	3.26%	2.24%
Professionals	0.00%	3.27%
Technicians	29.41%	6.71%
Sales Workers	4.62%	1.48%
Office and Clerical	4.86%	10.21%
Craftsmen	13.16%	4.53%

<u>Category</u>	<u>Metropolitan Baltimore</u>	<u>Out-of-Town</u>
Semi-skilled Operators	33.52%	14.52%
Unskilled Laborers	62.46%	22.96%
Service Workers	52.57%	35.60%

The total survey included 347 companies that were awarded contracts for supplies and services by the Board of Estimates on departmental recommendations for the period from July 5, 1967 to December 20, 1967. The study also included ninety-two firms that are on an approved list to receive contracts to supply copyright materials to the Baltimore Public Schools. An amount of \$11,726,988.00 was involved in these awards.

Of the 439 firms sent questionnaires, 386 responded. Of the fifty-three companies that did not submit reports, a number refused on the basis that they were members of Plans for Progress and/or required to file the Federal EEO-1 Report Form.

Less than 1% of the companies surveyed have minority group employees, particularly Negroes, at all levels of management and labor. 57.5% of the total number of minority personnel reported are employed in the job categories of Semi-skilled Operators, Unskilled Laborers, and Service Workers, while only 10.15% are at the managerial, professional and technical levels. Even when minority persons are found in top-level jobs in any one company, that number becomes insignificant when compared to

the total number of employees; for example, one copyright company had a total of nineteen minority group employees (10 of whom were Negro) out of a total of 528 employees in the job category of officials and managers. Numerous examples could be given, but they would merely repeat what has already been shown throughout the study of a lack of fair representation of minority groups in white collar and skilled craftsmen jobs and a lack of affirmative action follow-through to assure the recruitment, employment and promotion of minority group persons in these job areas.

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FIRST REPORT (Contract Award Period - July 5, 1967 - October 18, 1967)

JOB CATEGORIES	FIRST REPORT (Contract Award Period - July 5, 1967 - October 18, 1967)								
	ALL COMPANIES REPORTING (205)			BALTO. METRO. AREA (160 companies)			OUT-OF-TOWN (45 companies)		
	Tot. No. of Emp.	Tot. No. of Min. Grp. Emp.	% of Min. Grp. Emp.	Tot. No. of Emp.	Tot. No. of Min. Grp. Emp.	% of Min. Grp. Emp.	Tot. No. of Emp.	Tot. No. of Min. Grp. Emp.	% of Min. Grp. Emp.
Officials & Managers	11,230	183	1.63%	1,120	32	2.85%	10,110	151	1.49%
Professionals	7,420	306	4.12%	469	13	2.77%	6,951	293	4.21%
Technicians	7,087	316	4.45%	519	22	4.23%	6,568	294	4.47%
Sales Workers	13,995	630	4.50%	1,922	441	22.94%	12,073	189	1.56%
Office and Clerical	22,745	486	2.13%	1,787	106	5.93%	20,958	380	1.81%
Craftsmen (skilled)	9,646	515	5.34%	2,719	174	6.39%	6,927	341	4.92%
Operatives (semi-skilled)	20,110	2,784	13.84%	3,663	1,210	33.03%	16,447	1,574	9.57%
Laborers (unskilled)	8,794	1,339	15.22%	1,157	667	57.69%	7,637	672	8.79%
Service Workers	2,226	445	20.44%	167	98	58.68%	2,059	357	17.33%
TOTALS	103,253	7,104	6.79%	13,523	2,763	20.43%	89,730	4,251	4.73%

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JOB CATEGORIES	SECOND REPORT (Contract Award Period - October 25, 1967 - December 20, 1967)								
	ALL COMPANIES REPORTING (181)			BALTO. METRO. AREA (62 companies)			OUT-OF-TOWN (119 companies)		
	Tot. No. of Emp.	Tot. No. of Min. Grp. Emp.	% of Min. Grp. Emp.	Tot. No. of Emp.	Tot. No. of Min. Grp. Emp.	% of Min. Grp. Emp.	Tot. No. of Emp.	Tot. No. of Min. Grp. Emp.	% of Min. Grp. Emp.
Officials & Managers	6,959	159	2.28%	245	8	3.26%	6,714	151	2.24%
Professionals	7,466	244	3.26%	25	0	0.00%	7,441	244	3.27%
Technicians	3,337	228	6.83%	17	5	29.41%	3,320	223	6.71%
Sales Workers	7,511	126	1.67%	454	21	4.62%	7,057	105	1.48%
Office and Clerical	24,981	2,511	10.05%	329	16	4.86%	24,652	2,495	10.12%
Craftsmen (skilled)	5,928	306	5.16%	433	57	13.16%	5,495	249	4.53%
Operatives (semi-skilled)	10,715	1,658	15.47%	534	179	33.52%	10,181	1,479	14.52%
Laborers (unskilled)	4,829	1,247	25.82%	349	218	62.46%	4,480	1,029	22.96%
Service Workers	1,771	647	36.53%	97	51	52.57%	1,674	596	35.60%
TOTALS	73,497	7,126	9.69%	2,483	555	22.35%	71,014	6,571	9.25%

JOB CATEGORIES	<u>COMBINED REPORT</u> ALL COMPANIES REPORTIN :					
	FIRST REPORT (205 Companies)		SECOND REPORT (181 Companies)		COMBINED REPORT (3856 Companies)	
	Total Number of Employees	% of Minority Group Employees	Total Number of Employees	% of Minority Group Employees	Total Number of Employees	% of Min. Grp. Emp.
Officials & Managers	11,230	1.63%	6,959	2.28%	18,189	1.88%
Professionals	7,420	4.12%	7,466	3.26%	14,886	3.69%
Technicians	7,087	4.45%	3,337	6.71%	10,424	5.21%
Sales Workers	13,995	4.50%	7,511	1.67%	21,506	3.51%
Office and Clerical	22,745	2.13%	24,981	10.05%	47,726	6.27%
Craftsmen (skilled)	9,646	5.34%	5,928	5.16%	15,574	5.27%
Operatives (semi-skilled)	20,110	13.84%	10,715	15.47%	30,825	14.41%
Laborers (unskilled)	8,794	15.22%	4,829	25.82%	13,623	18.98%
Service Workers	2,226	20.44%	1,771	36.53%	3,997	27.57%
TOTALS	103,253	6.79%	73,497	9.69%	176,750	8.00%

JOB CATEGORIES	COMBINED REPORT ALL COMPANIES REPORTING			
	Baltimore Metropolitan Area (222 Companies)		Out-of-Town (164 Companies)	
	Total Number of Employees	% of Minority Group Employees	Total Number of Employees	% of Minority Group Employees
Officials & Managers	1,365	2.93%	16,824	1.79%
Professionals	494	2.63%	14,392	3.73%
Technicians	536	5.03%	9,888	5.22%
Sales Workers	2,376	19.44%	19,130	1.53%
Office & Clerical	2,116	5.76%	45,610	6.34%
Craftsmen (skilled)	3,152	7.32%	12,422	4.74%
Operatives (semi-skilled)	4,197	33.09%	26,628	11.46%
Laborers (unskilled)	1,506	58.76%	12,117	14.03%
Service Workers	264	56.43%	3,733	25.52%
TOTAL	16,006	20.72%	160,744	6.73%